

ROYAL COACHMAN RESORT

TENNIS CLUB

BY-LAWS

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Amended January 16, 2022

**RCR TENNIS CLUB**  
**BY-LAWS**

**Article I: Membership & Objectives**

Membership in the RCR Tennis Club is based on members (current Guests/Residents residing in the park) who have paid the Annual Dues. Our objective is to promote recreational and competitive tennis at all levels of play.

**Article II: Operation**

**Section 1:** **Board of Directors:** A Board of Directors consisting of all officers is responsible for the operation and administration of the Tennis Club activities and committees.

**Section 2:** **Officers:**

**President:** Oversees all general operations and business at the direction of the Board of Directors. The President will preside at all meetings and appoint committees, subject to Board approval.

**Vice-President:** Assumes the duties of the President in his/her absence or inability to discharge the duties of the office, and oversees committees as directed by the Board.

**Secretary:** Takes minutes and maintains a record of all Board and Membership Meetings. Responsible for correspondence, coordinates and establishes meeting agendas with other officers. Posts Tennis Club notices.

**Treasurer:** Collects dues and fees. Pays bills, maintains financial records including checking account, and presents financial reports at Membership Meetings.

**Section 3:** Term of office shall be for one (1) year.

**Section 4:** Vacancies will be filled by Board appointment or left vacant until the next election.

**Article III: Meetings**

**Section 1:** Notice of Meetings will be posted on the court bulletin boards, emailed to members and printed on the weekly schedule one week prior to all Membership Meetings.

- Section 2: Quorum and Majority**
- a. A quorum for conducting business at the Membership meetings shall be one-third of the number of players on the current weekly schedule.
  - b. A majority (50% + 1) of the members present and voting will decide all votes except changes to these By-Laws, which shall require a two-thirds (2/3) vote of those present.

**Section 3: Meeting Schedule:**

- a. Annual: Third week in January. Agenda: Election of Officers and other business.  
General Membership Meetings:
  - 1. Second week of November. Agenda: Organize events for season, appoint committee's chairpersons, select members of Nominating Committee, and other business.
  - 2. Last week of March. Agenda: Review season activities, determine meeting dates for following season, and approve dues and fees for next season and other business.
- b. Board of Directors: Meets prior to Membership Meetings to establish agenda and other business as needed.
- c. Other Meetings: Called as needed by the President.

**Section 4:** Issues requiring a membership vote must be submitted to the Board Secretary one week prior to the meeting for inclusion on the agenda. Items not on the agenda may be discussed for action at a subsequent meeting. Agenda items requiring a vote will be posted on the court bulletin boards, emailed and printed on the weekly schedule.

**Article IV: Election of Officers**

**Section 1:** A Nominating Committee will have four (4) Members: A Chairperson plus three (3) non-officers who will solicit candidates and present slate to the Board by the first week of January. All Members presented must be consulted and be willing to serve.

**Section 2:** Members running for office must submit their name to the Nominating Committee Chairperson by December 31. All persons so qualified will be nominated and on the ballot.

**Section 3:** Notice of nominees will be posted on the court bulletin boards and emailed one (1) week prior to the Annual Meeting.

**Section 4:** Floor nominations for any office will be accepted only if no Members have been nominated by the committee. Such nominees must have been consulted prior to the meeting and be willing to serve.

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**Section 5:** Voting will be by paper ballot unless only one (1) person is nominated for each office, in which case a show of hands may be accepted.

Article V: Finances

**Section 1:** Due and fees: Dues and fees will be approved annually at the March General Membership Meeting. Fees must be paid prior to play. Dues are non-refundable.

**Section 2:** The Board may approve expenditures for Tennis Club operations, tennis balls, supplies, and equipment replacement. Any new expenditure exceeding \$150 must be approved by a membership vote.

Article VI: Amendments

**Section 1:** Proposed changes to these By-Laws must be presented to the Board, in writing, for distribution to all Members prior to the Annual Membership Meeting. Notice of the proposed change will be placed on the court bulletin boards and emailed two weeks prior to the meeting. Changes may be made only at this meeting.

**Section 2:** Any changes will require a majority vote of Members at the meeting.

**RCR TENNIS CLUB DOES NOT DISCRIMINATE ON MEMBERSHIP  
BASED ON RACE, COLOR, RELIGION, SEX AND NATIONAL ORIGIN.**